



## **SAFETY TIPS**

American Physical Therapy Association (APTA) NEXT 2015 Conference & Exposition will be an excellent conference with great educational programming and fun activities in an exciting destination! We want to make sure, however, that you follow the same precautions that you do at home. No city or town is exempt from the problem of crime today, so please keep this in mind as you enjoy the meeting and the city.

**We hope that you will have a great time in National Harbor and ask that you consider a few safety tips:**

### **Hotel Safety and Security**

- Make sure no one hears your name or room number while at the front desk. Never reveal your room number or discuss plans for leaving the hotel where you can be overheard.
- Be sure that everyone sharing a room is registered with the hotel. Your family or colleagues may need to locate your guest room via the hotel's operator in case of an emergency.
- Use the hotel safe deposit service or the in-room safe to store your valuables. Do not carry excessive amounts of cash or credit cards. Take only what you need.
- Lock your luggage when it is left in your room.
- Ask the front desk or concierge desk about the neighborhood around the hotel so you know what streets to avoid.

### **To and From Your Room**

- If for any reason you are uncomfortable going to your room alone, ask one of the bell staff or a security guard to escort you and to check the room before you enter.
- Look into the elevator carefully before you enter. If you are uncertain of any occupant, wait for the next elevator. If a suspicious person joins you in the elevator, exit before the door closes. If exiting is not possible, stand near the control panel.
- Whenever possible, look down the corridor carefully for suspicious activity before leaving the elevator.
- In your room, use your peephole to identify the person at your door before letting them in. Before letting any unexpected person who claims to be hotel personnel, call the front desk to verify that he or she is a legitimate staff member. Never automatically open your door when someone knocks.
- Use every locking device on your door and turn the locks as you enter your room. Never leave your door ajar even if you are only going down the hall for ice. If you return to your room and find the door ajar, do not enter the room and call hotel security immediately.
- Avoid opening your door if someone is following you down the hall. Wait until they pass you before you put the key in the lock.
- Check carefully to know where the fire exits are. Remember that smoke rises, so the red "EXIT" sign will probably be invisible if there is a fire. Walk from your room to the exit so you know how far away it is. Count the number of steps and open the door to see what is beyond it.
- Check all areas of your room (bath, closet, etc.) before letting the bell staff leave.
- Check to see that any sliding glass doors, windows or any connecting room doors are locked.

### **To and From Events**

- Always remove your conference name badge when you are outside the conference venues.
- Always be aware of your surroundings and the people you encounter.
- Always walk with a crowd of people (more than 2 people). If that is not possible, take a taxi.
- After dark it is advised that you travel by taxi.

### **Emergency Situations**

If a disaster occurs while you in any of the conference locations, you should respond in the matter dictated by the emergency personnel (police, fire, or security). If there are no directions being provided or there are no emergency personnel in the area, proceed to the APTA registration area in the Convention Center or to the hotel lobby, where APTA staff will attempt to provide information.